

BENTWORTH PARISH COUNCIL

Chairperson: Mrs Jane Costigan

Clerk: Allison Spyer

5 Bronze Close, Beggarwood, Basingstoke RG22 4UF
Tel: 07786 063570 Email: clerk@bentworthparishcouncil.org

MINUTES OF MEETING

Tuesday 4th June 2019, 7.30pm, Village School Jubilee Hall, Bentworth

Present:

Parish Councillors	Clerk	District & County Councillors	Others
Jane Costigan (Chair) Veronica Parker (Vice Chair) Chris Hurley Tony Costigan Callum Knight Danny Green	Allison Spyer	Tony Costigan	9 Members of the public

		ACTION FOR
27.50	Apologies for absence: No apologies	
27.51	Police update: There have been lots of purse thefts recently PC Nops advises putting a bell on purses. After a recent scam PC Nops would like it noted that the Police will never ring and ask people to go to London, they will always come to your house.	
27.52	Declarations of interest: There were no declarations of interest.	
27.53	Minutes: The minutes of the AGM were approved and signed off. Proposed by VP and seconded by CK with unanimous agreement from the rest of the council.	
27.54	Public Section: <ul style="list-style-type: none">Chairwoman Jane Costigan was thanked for cutting the grass at the bottom of the village.VP and DG were thanked by School representatives for attending a meeting at St Marys.Cllr CK agreed to collect the grass from the green and put on a compost heap.Parishioner requested automatic response emails are sent when Cllr / Clerk are sent an email so its confirmed as being received.	CK
27.55	Matters Arising: <ul style="list-style-type: none">Neighbourhood Plan – we have submitted our comments on the draft EHDC Local Plan and await the results of the first round of consultation, which ended on 19 March. According to the EHDC website, "Planning officers are	

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	<p>now processing the consultation responses. Further information on the Local Plan will be made available in due course."The Neighbourhood Plan Steering Committee will meet again to consider next steps once we know what is happening with the Local Plan.</p> <ul style="list-style-type: none"> • Councillor Courses – AS confirmed that all the required courses for the councillors have been booked 	
27.56	<p>Auditors Report: The PC went through the Internal Auditors report which is attached as appendix 1</p>	
27.58	<p>Signing of Bank Signatory Form: JC signed the bank signatory form amending the details of those who can sign cheques, witnessed by the Clerk to the Council.</p>	
27.59	<p>Bench for Pond: AS sourced a new bench for the pond and all councillors were emailed a picture of said bench in advance. The bench itself costs £299 there will be an additional £55.00 to engrave it with 'Bentworth Parish Council' and a £30.00 delivery charge. VP proposed the spend and CH seconded with unanimous agreement from the rest of the council. AS to order, delivery likely to be in 5-6 weeks.</p>	AS
27.60	<p>Finance:</p>	
(a)	<p>Payments for approval:</p> <ul style="list-style-type: none"> • Allison Spyer, Salary £480.00 • Allison Spyer, Expenses £41.39 <p>JC proposed all payments and VP seconded with unanimous agreement from the rest of the council.</p>	
(b)	<p>Receipts:</p> <ul style="list-style-type: none"> • No current receipts 	
(c)	<p>Current Account Balance:</p> <ul style="list-style-type: none"> • The balance of current account is £15,033.00 	
(d)	<p>FAG Update:</p> <ul style="list-style-type: none"> • Grit bins – ongoing • Life buoy was confirmed as still being current – AS to order hook to attach it to a tree or post at £14-£16 • Horse signs have been installed and the Parish Council would like to thank Ian Hughes • Fence around the pond has now been removed • NP budget. £3360 has been paid out of BW money. AS will try to reclaim • Speedwatch – VP advised that it would cost approx £3.5K to buy the equipment. There is a company prepared to demo new kit. Historically several villages paid £500 into a kitty to share the equipment which we 	AS AS

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	currently store. Ropley do share it with us. Other villages would like to share it on a week by week basis. JC meeting with HCC later in the month. Will need to consult with parish at a later date.	
27.61	Village Appearance: <ul style="list-style-type: none">Overgrown areas included Station Road, Jenny Green Lane, Holt End Lane were given to the new Bentworth Handyman and have since been cut back.Hedgerows that need cutting back – JC to supply AS with a listFinger post by CH – JC to look and see if it needs refurbished	JC JC
27.62	Planning Committee: No planning applications have been received.	
27.63	Councillors Report: <ul style="list-style-type: none">Environment, Pond & Open Spaces – Nothing to reportTraffic & Highways – Nothing to report.Young People & Families – DG & VP have had a meeting with the school and discussions included the public right of way application will be sent in. HCC are managing the application and there will be a public meeting to discuss with the village ahead of the next PC meeting in JulyWebsite – Currently up to date. All Star Inn references have been removed. TC would like it to go on next agendaBroadband – Remove for now.Communications – Dates for the diary (villager) VP to send in the dates. JC to put dates out on FB and include all agendas.Village Green - Nothing to reportSt Marys School – School started back with many projects	AS JC/VP
27.64	Other Reports: <ul style="list-style-type: none">Community Care – There were only 4 trips last month. A tea party has been organised on the 29th July to celebrate 30 years of the care group.Neighbourhood Watch – PC would like to visit vulnerable parishioners to warn them about recent scams and what they should do. He will also pen an article to go in the Villager prominently. The care group can also be utilised to spread the word.	
27.65	Correspondence: <ul style="list-style-type: none">JC meeting with Mr Janes from HCC re traffic, JC to mention grit bins	JC
27.66	District Cllr Report: <ul style="list-style-type: none">Bridge in Alton – fault with existing foundation where wall remains. Work complete 19 Sept.TC been to EHDC re meeting about bins. Winchester and EHDC joint venture. Current contractors not been performing but all should come right shortly.EHDC local plan – considering going back into consultation over land that has been identified. TC to update at next meeting.	

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27.67	Meetings Forthcoming and Attended: <ul style="list-style-type: none"> • VP & DG met with the school as discussed previously • Upcoming cllr training courses. 	
27.68	Date of next Meeting: Next meeting will be held on Tuesday 2 nd July 2019. JC thanked all those for attending and the meeting was closed at 8.35pm	

Signed Date

Appendix 1. Internal Auditors Report

Control Area	Issue	Action
Chq stub authorisation	It is a requirement of LGA 1972 that chq signatories also initial the stub. This has not been done recently	Please ensure that both chq signatories initial the stub details agree with the chq.
VAT Reclaim	It is good practice to submit a VAT claim as at 31 March each year.	Please ensure the VAT reclaim is done in a timely manner in 2019.
Bank Reconciliation	The bank reconciliation for much of the year did not agree with the cash book.	Members should check and initial the bank statement and the cashbook agree to the same value.
Public Participation	The requirements of LGA 1972 do not allow the public to speak other than during the designated part of the meeting.	The public section, to raise points regarding items on the agenda should be time limited and at the start of the meeting.
Non-Council Business	The minutes contain significant detail of the activities of other bodies. As per LGA 1972 the minutes of the council are to record the decisions of the council on actions within its power.	The detailed reports of the calendar of the school should be presented on their website and social media pages. They are not decisions of the council and should not be minuted.
Grant made to the School	More than once during the year BPS granted money directly to the school, in one case to specifically cover its budget shortfall. This is not permitted.	Parish Councils have no powers to fund other public bodies. That is considered double taxation. Future grant applications should come from the PTA and be for non-core activities.
Re-imbusement of Legal Fees	During the year the council reimbursed a parishioner for	The council must ensure that at all times it acts within its

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	their legal fees. There is no power for the council to have taken such an action.	legal powers, even when the benefit to the community would appear to be evident.
GDPR	It is good practice not to name electors as the minutes cannot be amended at a later date to allow the right to be forgotten.	Where possible refer to electors or parishioners rather than named persons.
Social Media	The Council does not have its own pages on Facebook and other sites.	Use could be made of the existing groups to ensure that all parts of the village are able to engage with BPC.